



Policy Section: **School Administration**

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Policy Name: **Video Security Surveillance in Schools**

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Policy Statement

It is the policy of the Keewatin-Patricia District School Board to utilize video surveillance on School Board property and on Board contracted school buses, where it has been demonstrated that there is a need for surveillance. This is to ensure the safety of students and staff to act as a deterrent to destructive acts (i.e. theft or vandalism), and to monitor unauthorized individuals on Board property.

Rationale

The Keewatin-Patricia District School Board has the responsibility to ensure the safety and security of students and staff, and to protect Board property.

Definitions

For the purpose of this policy and corresponding procedures:

1. **Covert Surveillance** refers to surveillance where the subject has not been notified of the possibility of surveillance by signage or by any other means.
2. **Video Surveillance System** refers to a video, physical or other mechanical, electronic or digital surveillance system or device that enables continuous or periodic video recording, observing or monitoring of individuals in school buildings, on school premises, and school buses.
3. **Record** means any information, however recorded, whether in printed form, on film, by electronic means or otherwise.
4. **School Community** refers to students, parents and guardians, volunteers, teachers, community members, other staff members, and all facility users and service providers.

Cross Reference:
Freedom of Information and Protection of Privacy Act
Ontario Human Rights Code
Policy 321, Safe and Supportive Schools
Policy 606, Transportation
Policy 801 Use of School Facilities, Grounds and Equipment
Procedures
314, Video Security Surveillance in Schools
321, Safe and Supportive Schools

Date Adopted: December 13, 2005
Date Revised: March 4/08; May 11/10;
February 11/14; April 24/18

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Guidelines

1. Personal information will be collected and disclosed in accordance with the Municipal Freedom of Information and Protection of Privacy Act and the Ontario Human Rights Code.
2. Cameras will only be used when School and/or Board Administration has indicated that surveillance is necessary.

In determining the need for surveillance, Administration may consider the following:

- a) safety of students and staff;
 - b) a history of incidents;
 - c) the physical circumstances of the school; and
 - d) whether surveillance would be effective in dealing with or preventing future incidents.
3. Cameras will only be used for the intended purpose.
 - a) video surveillance cameras will be used to monitor/record for the safety of students and staff.
 - b) video surveillance cameras will be used as a deterrent to destructive acts.
 - c) video surveillance records may be used as evidence in any disciplinary action brought against any student arising out of the student's conduct and for the enforcement of school rules.
 - d) video surveillance records may be used as evidence in any investigation brought against any member of the school community.
 - e) video surveillance records may be used as evidence for any criminal act.
 - f) video surveillance shall not be used to monitor employee performance.

Cross Reference:
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